

Alaska U.S. Fish & Wildlife Service

## 2011 Student Employment Program

### *Intern Request Form*

Please Complete all information listed in *BLUE*

Koyukuk/Nowitna NWR

**FWS Office**

P.O. Box 287

Galena

AK

99741

**Address**

**City**

**State**

**Zip**

Kenton Moos

(907)-656-1231

kenton\_moos@fws.gov

**FWS Project Leader**

**Phone**

**Email**

Keith Ramos

Deputy Refuge Manager,

(907)-656-1231

keith\_ramos@fws.gov

**Intern Supervisor (if different)**

**Title**

**Phone**

**Email**

March 31, 2012

Galena, AK

**Start Date for internship**

**Location of Internship**

## Housing/Travel

NO

**Does the internship location require the intern to have his own vehicle to get to work?**

NONE

**What kind of public transportation is available in the area?**

YES

**Will you or another FWS staff be able to pick up the intern at the airport if needed?**

GAL-Galena

**Nearest airport to the internship location**

NO

**Will your office be able to provide housing for your intern?**

Housing Description:

N/A

## Required Training

*Check all the apply to this position*

★	IT Security Training, QuickTime, General USFWS Overview
X	Bear Safety
X	Firearms
	Boat Safety and Operation
	Aircraft Safety( required for travel in government float planes
	CPR and wilderness first aid
	ATV Training
	Site/Job Specific (please describe): EXAMPLES:

## Intern Position Description

Laborer

WG-3502-02

**Position Title**

**GS or WG and what level?**

### DUTIES

*Please note the duties the intern will be performing*

As a **Laborer** you will:

- Serves as a member of a maintenance crew responsible for the construction, repair and routine maintenance of refuge facilities.
- Follows verbal and written instructions to complete construction and rehabilitation projects.
- Uses a variety of hand & power tools, including electric drills, hand and electric saws to complete routine maintenance projects.
- Participates in extended overnight stays in the field in primitive camps to complete maintenance and construction projects in remote areas.
- Work and travel safely and effectively in difficult environmental conditions and in bear country
- Loads and unloads heavy boxes, bulky supplies, and materials to and from trucks, boats, dollies, airplanes, etc.; moves heavy boxes and supplies by hand, hand truck, or dolly.
- Sorts, cleans and organizes equipment.
- Packs gear long distances over uneven terrain.

## **EDUCATION LEVEL, SKILL, INTERESTS**

---

*Please note specific skills, competencies, interests, classes selected, or other qualifications that would be useful for an intern to have in order to make a significant contribution on this project.*

- \* Ability to serve as a member of a maintenance crew responsible for completing daily projects and participating in extended stays in remote field camps without more than normal supervision.
- \* Ability to perform routine facilities maintenance and related construction activities.
- \* Ability to use and maintain tools and equipment safely.
- \* Ability to safely travel, work, and live in remote backcountry environments.

- 1) To be eligible for the Student Temporary Employment Program (STEP), you must:
  - a) be 18 years of age or older and
  - b) be currently enrolled as a half to full time student (as defined by the college/university) at a college or university during spring 2012 and
  - c) be returning to a college/university enrolled as a half to full time student (as defined by the college/university) in fall 2012 (school year 2012-13).
- 2) Valid Driver's License.
- 3) Skill and experience in the safe use of motor vehicles, hand and power tools.
- 4) Will be required to carry a firearm while performing duties (for bear safety).
- 5) Will undergo security clearance and background check.
- 6) Government housing will not be available.

## **WORK CONDITIONS, CLOTHING GEAR**

---

*Describe the work conditions (hours, dress code, environment/setting) and appropriate clothing/gear that the prospective intern should be aware of*

Employee will be required to work 40 hours per week. Must be in good physical condition. This position requires frequent strenuous activity and very heavy physical effort. Exerts physical effort in doing such tasks as frequently lifting and moving objects weighing over 50 pounds and carrying heavy loads over rough terrain. Position requires repeatedly pushing, pulling, and/or carrying heavy loads. The work will often be outdoors, occasionally in bad weather, involving exposure to temperature extremes. Indoor working conditions may be dirty and dusty. The tools, equipment, and heavy objects involved occasionally present chances of serious injury (e.g., broken bones, sever cuts, strained back). Employee may be exposed to long periods of high noise from power equipment such as lawn mowers and power tools. He/she will be required to wear appropriate protective equipment such as safety glasses, hearing protectors, or hard hats. Work may be performed in remote field camps where living conditions are primitive.

FWS to Provide: Hip waders, safety work boots, mosquito jackets and head nets, any equipment needed in the field, such as backpacks, field vest, sleeping bags, cook stoves, binoculars etc.